



HAMILTON COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

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MINUTES

LEPC Meeting Minutes, March 9, 2005

A meeting of the Hamilton County Local Emergency Planning Committee (LEPC) was held March 9, 2005 at Wally's Restaurant in East Ridge, Tennessee. The following constitutes the minutes of that meeting.

Those in attendance were:

Dane Creel, Craft Foods, Chairman	David Debuty, Security Engineers
Bruce Garner, Chatt. FD, 1st Vice Chairman	Robert Hadden, THP
Jamie Farrow, Pilgrim Pride, V/Chairman	Brian Lopez-Cepero, Self/City of Chatt.
Mike James, Marion Environ. V/Chairman	Susan Holmes, TN American
Wayne Stuntz, Sect/Treasurer	Mark Zinnanti, TN American
Tim Arnold, TN State Guard	Chuck Nichols, CFD
Jim Hoff, ADM	Dawn Ford, C/HC Health Dept.
Jack Gray, Hyperlast	Chris Young, Chatt. Gas
Jack Gray, Synair Corp	Charlie Lamar, Brenntag
Cecilia Piotter, Venture Services	Jim Morgan, Velsicol Chemical
John Piotter, Philip Services	Don Moore, TN Dept Environ. & Conserv.
Mike Poe, SOFIX Corp.	Garish Patel, ALCO Chemical
Larry Martin, McKee Foods	George Sivils, INVISTA/DuPont
Charles Goodner, RACES	Karen Dale, INVISTA/DuPont
Caroline Williams, LWV	Candace Esparza, Aquaterra Engr.
Tim McDonald, City of Chattanooga	T.R. Andrade, Aquaterra Engr.
Rick Loope, Norfolk Southern	Mike Brooks, East Ridge F/D
David Darnell, BASF	Andrew Waters, CFD
Troy Virgo, Shaw Industries, Inc.	Steve Hall, NGES
Dusty Rominger, W.R.Grace	Ricky Hollaway, NGE
Scott Fulton, Vol. Army Ammunition Plant (VAAP) (Guest Speaker)	

Old Business:

- Motion to approve January 12, 2005 LEPC Meeting Minutes was made by Ms. Caroline Williams, seconded by Mr. Bruce Garner—motion passed.
- Motion was made by Ms Jamie Farrow to approve Financial report as presented, seconded by Mr. Bruce Garner—motion passed.
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New Business:

- Following the approval of the Financial report, Mr. Stuntz was asked to read the list of companies who have voluntarily responded to the LEPC letter sent out to industry in

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February, requesting a donation based on their reported chemicals. Eleven (11) companies thus far have contributed a total of \$2,250.00. A list of donation companies is on file with these meeting minutes.

- Chairman Creel took the pleasure of asking Mr. Garish Patel of Alco Chemical to introduce a group of Certified Hazardous Material Mangers (CHMMs) from the Chattanooga and North Georgia area who were in attendance at the meeting. Mr. Patel said that following the 911 disasters, CHMMs were an invaluable asset to first responders. Girish said that CHMM, accredited by the Institute of Hazardous Materials Managers, is an organization dedicated to assuring professionalism and credentials for experts who manage handling of hazardous materials in manufacturing, treatment, shipping and disposal. Girish spoke of the specific criteria by which prospective professionals are accredited to include education, professional experience in the field, and a written examination and went on to say that once the initial certification is awarded, there are requirements of continuing education to sustain the certification. Mr. Patel said that the SE Tennessee Chapter of the CHMM is over 75 members strong and hold quarterly meetings in the Chattanooga and Dalton area.
- Chairman Creel thanked those CHMMs in attendance at the meeting today and related that the LEPC was glad to be able to share this relationship with the rest of the committee—noting that the CHMM is a valuable source for gaining speakers for the LEPC.
- Chairman Creel asked if there was anyone in attendance who wished to become a member of the LEPC. The following asked to join:
 - Candace Esparza and T.R. Andrade of Aguatererra Engr.
 - John Piotter with Philip Services
 - Jim Hoff, Archer Daniels Midland (ADM)
- Ms Jamie Farrow made the motion to accept the new members; Mr. Bruce Garner seconded motion. Motion passed.
- Sub-committee Chairpersons reports:
 - Plans Subcommittee—Dawn Ford: spoke about two initiatives: First, the voluntary electronic submission of Tier II reports using the Tier II Submit software which can be downloaded from the Hamilton County website, and the other initiative is that the LEPC hired Intern, Ms Amy Young, is working on digitizing the LEPC Hazardous Materials Emergency Response Plan and is about half way done with it after about seven (7) weeks. Amy will be working with it for a total of 16 weeks. Dawn said that Amy is also organizing the Tier II's for the current year and inputting the data into the Tier II Submit keeping an updated database.
 - Public Outreach Subcommittee—Jamie Farrow: Jamie said that the LEPC had a booth at the Chattanooga Business Expo at the Trade Center citing low turnout for the lack of activity at the booth. The LEPC also set up a booth at the Chattanooga Made and rain seemed to be the factor for low turn out for that event. In both cases, Jamie said that we are outreaching to the public when ever

possible and those manning the LEPC booth showed the Shelter-In-Place video, handed out the magnets with Shelter-in-place procedures on them and gave out a few of the newly copied CDs with video's on Emergency Response and Guarding the Safety of Your Community.

- Programs Subcommittee—Bruce Garner, speaking on behalf of Caleb Womack, Programs Chairman who was absent, said that the Chattanooga Fire Dept would be hosting the next meeting at the Fire Training Center (see Next Meeting" below for date and time). Bruce said that although a program has not been worked out for the meeting yet, anyone having any ideas for a program to be sure to talk with Caleb Womack.
- Chairman Creel reminded the committee that a vendor had been selected to build the computer for the LEPC that was voted on at the last meeting and it should be close to being finished with a cost of \$1,805.00. Update will be provided at next meeting.
- The Chairman spoke briefly about concerns, which surfaced during the January 2005 meeting regarding the large balance in the LEPC account and not really doing anything with the money.
 - Dane said that there seemed to be a general consensus of having a finance subcommittee to keep the LEPC in line with the budget and actively going out and look for grant monies. Dane asked for volunteers to head the subcommittee and Brian-Lopez Cepero, who indicated that he had been previously approached on the subject, volunteered to chair the committee.
- The Chairman spoke briefly about the fact that the LEPC attempts to host a conference and offer training each year—but said the LEPC did not actively apply for the HMEP grant for 2005. However, he said that he did find out, through Tim Holden (TEMA), that Mr. Holden had earmarked a small amount of money (\$4000.00—for which we had to match 20%) for the LEPC to do training.
 - Dane said that Mr. Holden has requested a letter be sent to his office describing line item specific what the money would be used for. Dane said that David Darnell and Chief Chuck Nichols had volunteered to address this issue.
 - Mr. Darnell asked if there was a cut off date for this money to be spent. Chairman Creel said that it must be spent by Sept 15, 2005.
- Mr. David Debuty, Security Engineers, asked for copies of the LEPC brochure to distribute to prospective clients (companies) he is in contact with to get the word out about the LEPC. Mr. Stuntz presented Mr. Debuty with ample copies.
- Ms Jamie Farrow took the opportunity to briefly say that the LEPC brochure was being updated and said that Velsicol had contributed cost for printing the brochure and because they are used quite extensively during public outreach, asked for company donations for the cost of printing the updated version.
 - Bruce Garner said that companies that do underwrite the printing cost would have their logo printed on the back of the brochure.
- Chairman Creel said that after speaking with Mr. Bill Tittle, the LEPC might want to coordinate its efforts with the other 9 counties in District 3, Homeland Security. Dane said that it might be beneficial, not only for our LEPC, but also for the other counties in District 3—in that there may be training monies available, and for information sharing.

Dane said that one of the big things we need to work on is communications—interagency and between the counties. This is an ongoing project that we need to concentrate on.

- Chairman Creel then turned the meeting over to the guest speaker, Mr. Scott Fulton, civilian contractor with the Department of Defense who spoke to the Committee on the future restoration of the Volunteer Army Ammunition Plant on Bonny Oaks Drive.

Next Meeting:

- Next meeting is scheduled for May 11, 2005 at the Chattanooga Fire Training Center, 3200 Amnicola Highway. Program Agenda, Meeting Notice and Financial Report will follow when formulated.

Respectfully submitted...

Wayne Stuntz
LEPC Secretary